

CIRCUIT COURT OF SOUTH DAKOTA
Second Judicial Circuit

425 North Dakota Avenue
Sioux Falls, South Dakota 57104-2471

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CIRCUIT JUDGE
Robin J. Houwman

Dear Counsel:

At least one week prior to any divorce or custody trial, the attorneys' and parties must have a face-to-face meeting to discuss the outstanding issues. All parties must be present. The attorney's must confer and determine that there are no outstanding discovery issues that need to be resolved.

Following that meeting and at least one week prior to the scheduled trial, the parties must contact the Court in writing to outline what issues remain for decision. The communication to the Court must include the following:

Property Division

The attorney's must include in that submission a jointly submitted spreadsheet listing all property (both real and personal) in which either party or both parties have an interest and list all outstanding debts. Each party should further outline their proposed property distribution, debt division, etc. The spreadsheet should also provide income information and note where any agreement has been reached. Please provide an extra copy of all financial exhibits for the judge's use during the trial.

Alimony

If there is a request for alimony, the party requesting alimony should present information on what is requested and what expenses and income are being claimed. The party challenging alimony should provide factually supported information on why a different amount should be awarded or why no amount should be awarded.

Child Support

If the parties are unable to resolve child support, a jointly prepared exhibit should be provided outlining the reasons therefore along with calculations on why there is no agreement.

Visitation

If visitation will be contested, please outline what issues remain with visitation.

Other

If any other issues remain outstanding, please include in your correspondence an outline of the remaining issues.

This submission must be provided to the Court at least one week prior to your scheduled trial date. Failure to submit this information may result in the cancelation of your scheduled trial date. Thank you for your consideration and adherence to this request.

Regards,

Robin J. Houwman